



Lynchmere Parish Council – minutes of the meeting held on Tuesday 5th January 2016 at 8pm in Camelsdale School

Present: (Cllr.) P. Allen <PA> (Cllr.) S. Bennett <SB> (Cllr.) C. Duckworth <CD> (Cllr. H. Elliott <HE> (Cllr.) E. Hackett <EH> Cllr. S. McCallum (Chairman) <SMC> (Vice-Chairman (Cllr.) A. Thornhill <AT>

In attendance: (Clerk) K. Bain <KB> 1 member of the public, District Cllr. N. Graves.

1. Apologies: (Cllr.) S. Moore <SMO> (Cllr.) D. Pappa <DP> (Cllr.) C. Randall <CR> County Cllr. M. Brown

A Planning meeting attended by: PA, SMC & CD prior to full Council. Comments agreed are noted under item no. 8. (NB item no.2.)

2. Code of conduct – Declarations of interests in any matters on agenda:

-CD declared a personal non-pecuniary interest in planning application no: SDNP/15/05507/HOUS and did not take part in discussions relating to this application.

3. Visitors' Questions: None

4. Minutes - To agree and sign the minutes of the Parish Council meeting held on 01.12.15. *Amendments were made: SMC –present. PA present at planning meeting. Pg. 1 No. 5 Line 3: - 'it'. No.5 – village gates line: 4- 'Hammer Lane'. Minutes approved: Proposed by: PA, seconded by SB.*

5. Matters Arising from the minutes - not included on the agenda

Village gates: PA circulated a proposal for the village gates: All Councillors present agreed that the gates should be 'L-shaped and approximately 6'x 6' and placed at the proposed locations of Hammer Lane Junction & Sturt Road Junction. A vote was taken on the colour of the gates and the majority agreed that in order to maximise visibility they should be white.

SB proposed that up to £5500 should be spent on the 3 gates; SMC seconded this, all Councillors present agreed. PA will draw up detailed plans for WSCC and final costings.

ACTION: PA

6. County Councillor's report: None received.

7. District Councillor's report- N. Graves – **Attached at Annexe 'A'**

8. Planning

(i) Applications and decisions

Applications

APP NO	PROPERTY	DETAIL
SDNP/15/05507/HOUS	Timber Tops, Marley Avenue, Marley Common	Demolition of existing garden store and erection of new combined garage, garden store and workshop for servicing own garden machinery and vehicles.
SDNP/15/06095/HOUS	Highbuilding, Vann Rd	Proposed garage extension to north of house
SDNP/15/06067/TCA	Mare Barn Cottage Lynchmere Road	Notification of intention to crown reduce by 25% on 1 no. Oak tree (T1). Reduce heights by 50% on a line of Holly trees (T2). Fell 13 no. Larch trees (T3-T15) and 3 no. Spruce trees (T16-T18).

The following comments were recommended by the planning committee and agreed by full Councillors present.

SDNP/15/05507/HOUS – No objection providing that a condition is placed stipulating that new garage would remain ancillary at no point be used as a separate dwelling.

SDNP/15/06095/HOUS - No objection

SDNP/15/06067/TCA – No objection: Noted that this is an application by a Councillor, it was looked at by the Lynchmere tree warden, not the PC Committee

Comments will be submitted as above.

ACTION: KB

Decisions

APP NO	PROPERTY	DETAIL	PC COMMENT/ DECISION
SDNP/15/04323/HOUS	Stanley Farm, Highfield Lane	Extension comprising breakfast room, utility room and larder.	NO OBJECTION/REFUSE
LM/15/03239/DOM / LM/15/03240/LBC	Bridge Cottage 35 Hammer Lane	Single storey side extension.	NO OBJECTION /PERMIT
SDNP/15/05051/HOUS	Lynchmere House, Lower Lodge Road,	Outdoor swimming pool and associated works	NO OBJECTION /PERMIT
LM/15/03443/DOM	14 Hillside Road	Side extension, front and rear dormer and new garage.	NO OBJECTION in principle but concern over design raised./ REFUSE
SDNP/15/05529/HOUS	Lynchmere House	Single storey detached car port and store	No objection/Approved

Noted that SMC had spoken at the planning committee in support of SDNP/15/04323/HOUS.

ii) Other Planning Matters: Noted that the Council had still not received a response to the letter sent to Tim Slaney on 09.12.15.

ACTION: KB

9. St. Michael's Hall: Further to the site meeting held on 03.12.15 (min ref: 0112159) it was proposed by SMC and seconded by AT and agreed by Councillors present that the Council would instruct Iain Steele to act for the Council on the Heads of Terms.

Agreed that quotes would be obtained from solicitors to handle the lease for the Council and a structural surveyor as this survey is central to discussions on a lease.

Iain Steele will be asked if he can recommend some solicitors and structural surveyors. **ACTION: KB**

It was Noted that a date for an initial meeting with Trustees has not yet been arranged.

10. Finance

(i) Bank balances as at 23.11.15: CO-OP £197.51/ NATWEST-£57303.58 /LLOYDS - £30000
 Total bank balances: £87501.09. Total as per cashbook £86554.49

(ii) Approval of payments & receipts for the period -01.12.15-05.01.16

Payments made

TO	DETAIL	£	CHQ NO/PAYMENT TYPE
A DAVIES	Maintenance INV: 388	1164	246
K BAIN	Ink & litter equipment	127.62	247
AIRS	Prepayment for half day consultancy with L. Beaton; to be refunded if unused.	228	248
PLAYSAFE	Playground repairs inv: 5341	879.60	249
CDC	Dog warden Oct & Nov 15	108.33	250
ANVIL	'Phone Nov 15	17.34	DD
SSP	Signs (reimbursed to K Bain	395.58	252
Wheelie bin stickers	to K Bain in advance of order. Actual cost on ordering - £114.75 so KB will reimburse PC £25.25	140	253
Cowdray	Ly Grn rent 23.12.15-22.12.16	100	251

Noted that the wheelie bin stickers should arrive shortly; they will be distributed through the school and by Councillors.

Payments Due

TO	DETAIL	£	CHQ NO
A DAVIES	Maintenance inc. treework Inv: 389	2340	254
CDC	Inv: 600624946 Allotment bin Jan-Mar 16	78.65	255
CDC	Inv: 600623824 Burial Grd bin Jan-Mar 16	78.65	255
CDC	Inv: 600603418 Cam Rec bin Jan-Mar 16	78.00	255
OPEN SPACES SOCIETY	SUB 2016	45.00	256
K BAIN	OFFICE 365	121.20	257
K BAIN	Paper & postage	29.68	257
HMRC	TAX JAN 16	299.93	258
PROTEC	INV: 4885 Nov Patrol	75.00	259

Receipts

FROM	DETAIL	£
LUFFS	Interment	217.40
HAMPSHIRE	Memorial	79
HMRC	VAT refund Oct 14-Dec 15	8151.51

All payments & receipts approved: Proposed by SMC, seconded by PA

(iii) Other Financial matters: None

11. Correspondence & Invitation –01/12/15- 16/12/15 - 05/01/16

Correspondence

FROM	DETAIL	ACTION
Assistant Chief Constable	Letter re PCSO's	Circulated & noted
LCR	Dec 15	Circulated & noted
WSCC	Boundary Commission consultation	Not relevant to Lynchmere

Invitation

FROM	DETAIL	VENUE
CDC	NWCF	20/01/16- Lodsworth Village Hall SMC will attend

12 Grounds Committee

(i) Hammer Recreation Ground: No report

(ii) Copse Road Recreation Ground: No report

(iii) Camelsdale Recreation Ground: AT noted that:

-The ground is very wet at present.

-Some tree works have been carried out, but more are needed.

-She will speak with the Edwards children who are waiting to start litter picking once they have been walked through the round.

-The slide needs drainage holes.

ACTION: KB

(iv) Pavilion update: The Clerk reported that, container planning permission has been received and one will be delivered shortly. An ecological survey and a bat mitigation strategy have been commissioned as requested by CDC. An application will be submitted to Sport England.

(v) Churchyard: The retaining wall still needs clearing as do the steps. And the wildflower area needs strimming.

A. Davies will be asked to do this.

ACTION: KB

(vi) Allotments: No report

(vii) Burial Ground: The fence lines need cutting back. A. Davies will be asked to do this.

ACTION: KB

(viii) Other Properties: KB is waiting for a report from the tree surgeon on the he trees at Heathcote Gardens.

13. Chairman's Report: No report

14. Parish Matters

AT noted that she has recovered a scooter from Camelsdale playground – this will be put onto the website. **ACTION: KB**

AT asked for more information on the Copse Road boundary.

ACTION: KB

AT asked if Haslemere TC could be asked to clear their part of the path from New Road to the Herons; it is fairly impassable and the schoolchildren regularly use it to access the Herons.

ACTION: KB

KB noted that she has had numerous complaints about the contractors blocking the pavement outside Hammerwood; agreed that a letter will be written to the Hammerwood owners asking them to ensure that vehicles are parked safely and responsibly.

Meeting closed at 21:22

NEXT MEETING – TUESDAY 2ND FEBRUARY 2016 @ 8PM IN CAMELSDALE SCHOOL

SIGNED.....DATE.....

Community Infrastructure Levy Charging Schedule - CDC has prepared a CIL Charging Schedule that takes into account the economic viability of development in the area covered by the Local Plan and the infrastructure needed to support development. The draft Charging Schedule has been subject to two rounds of formal public consultation and an examination undertaken by an independent examiner. Subject to two minor modifications the Examiner has recommended that the schedule be approved. Although only a small part of Lynchmere Parish is within the area covered by the Local Plan it is interesting to note that the Proposed levy for Residential - North of National Park is £200 per square metre. The Examiner has said that it will be important for the Council to keep the charging schedule under review and it would be wise for the Council to review the schedule within 3 years of adoption to ensure that the overall approaches taken remain valid, that development remains viable and that an appropriate balance is being struck.

Recyclable Waste – As part of the West Sussex Waste Partnership the Council is required to meet the target for local authorities to recycle 50% of household waste by the year 2020. At present our recycling rate is just 40%. To make informed decisions on waste management it is necessary to know exactly what is being collected within the waste and recycling bins. A detailed waste composition analysis was commissioned during Sept/Oct 2015 across the county and the results showed that there was a significant amount (up to 20%) of good recyclable material within the residual waste bins. Also that a large proportion of the waste was made up of food waste and that between 6-8% of the material in recycling bins was non-targeted material and should have been in the residual waste bins. It is acknowledged that a robust communications campaign will be an important factor in being successful in reaching the target of 50% and householders will benefit from far more detailed information, so that ^{they} know exactly what to put in the various bins. There has also been discussion about collecting the food waste separately. It is intended that a detailed plan will be produced by September 2016.

Proposed improvements to A27 Chichester By-Pass – It is hoped that CDC will be successful in seeking developer contributions to mitigate the additional traffic impact of planned development on the A27 Chichester Bypass junctions. Transport modelling work supporting the Local Plan has identified that small scale measures for the six junctions on the Bypass would cost in the region of £12.8 million. The Council intends to seek a public consultation so that this proposal can be incorporated in the Local Plan. The resulting funding could be used either for improvements at the six junctions or to support the Government funded A27 Chichester improvement scheme which Highways England is currently developing. These contributions will not resolve the underlying problems with the A27.

4th January 2016

NDC